



PATRICIA S. PLOEHN, LCSW
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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Board of Supervisors

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February 3, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**REQUEST TO APPROVE CONTRACT WITH THE REGENTS OF THE UNIVERSITY OF
CALIFORNIA FOR PREPARATION AND SUPPORT FOR FAMILIES ADOPTING
CHILDREN WITH SPECIAL NEEDS SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Requesting approval of a Contract with The Regents of the University of California to provide Preparation and Support for Families Adopting Children with Special Needs services, effective March 1, 2009 through February 28, 2010, with two (2) additional one-year periods, at a three-year cost of \$810,330. Also requesting delegated authority to extend the Contract for up to six (6) months beyond its third year, if necessary, to complete a new solicitation process or the negotiation of a new contract.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chairman to sign a Contract (Attachment) with The Regents of The University of California (The Regents) to provide Preparation and Support for Families Adopting Children with Special Needs (P and S) services. The term of the Contract will begin on March 1, 2009, and expire on February 28, 2010, with the options to extend for up to two (2) additional one-year periods through February 29, 2012. The Maximum Annual Contract Sum is \$270,110 and will be financed using 50 percent (\$135,055) Federal revenue, 35 percent (\$94,539) State revenue, and 15 percent (\$40,517) net County cost (NCC). The Maximum Contract Sum is \$810,330, if options to extend are exercised, and will be financed using 50 percent Federal revenue (\$405,165), 35 percent State revenue (\$283,616), and 15 percent NCC (\$121,550). Sufficient funding is included in Department's FY 2008-09 Adopted Budget.

2. Delegate authority to the Director of the Department of Children and Family Services (DCFS), or Director's designee, to exercise the two (2) one-year extension options of the Contract by amendment or written notice provided that: (a) sufficient funding is available for the extensions; (b) prior County Counsel and Chief Executive Office (CEO) approvals are obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution.
3. Delegate authority to the Director of DCFS, or Director's designee, to execute amendments to the Contract to increase or decrease the Maximum Annual Contract Sum by no more than ten percent (10%) of the Maximum Contract Sum, if necessary, to accommodate any unanticipated increase or decrease in units of service provided that: (a) sufficient funding is available; (b) prior County Counsel and CEO approvals are obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution.
4. Delegate authority to the Director of the DCFS, or Director's designee, to execute amendments to the Contract to increase or decrease the Maximum Annual Contract Sum in excess of ten percent (10%) but no more than 25 percent (25%) of the Maximum Contract Sum, if necessary, to accommodate any unanticipated increase or decrease in units of service provided that: (a) the amendment is in compliance with Section 23-604 of the California Department of Social Services Operations Policies and Procedures Manual; (b) sufficient funding is available; (c) prior County Counsel and CEO approvals are obtained; and (d) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution.
5. Delegate authority to the Director of DCFS, or Director's designee, to extend the Contract by amendment or by written notice for up to six (6) months beyond its third year, if necessary, to complete a new solicitation process or to negotiation a new contract provided that: (a) applicable State and Federal regulations are observed; (b) prior County Counsel and CEO approvals are obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions ensure continued provision of education, preparation and support services to prospective adoptive parents and adoptive families of children ages from newborn to 17 years with special needs, particularly those with prenatal exposure to alcohol and other drugs. In Los Angeles County, children with prenatal substance abuse exposure, biological vulnerabilities, multiple placements, and/or abuse and neglect, constitute more than 80 percent of the children available for adoption through DCFS. The lack of adoption-sensitive services to help prepare, educate, and support families discourages many families from adopting these children.

In addition, the recommended actions will provide P and S services that focuses on biological vulnerabilities, multiple placements, abuse and neglect. P and S services will promote permanency by preparing prospective adoptive parents and adoptive families for the challenges of parenting and providing permanency to children with special needs. Without approval of the recommended actions, P and S services will no longer be available to assist prospective adoptive parents and adoptive parents in meeting future needs.

The P and S services program is expected to assist in achieving program results that will reduce barriers to permanency for children with special needs and promote their healthy development and successful placement with adoptive families. Achievement will be measured by the following performance targets: (1) a minimum of 90 percent of the required number of prospective adoptive parents and/or families are recruited to participate in P and S services; (2) a minimum of 60 percent of the children that have been assessed through the case consultations will have a prospective adoptive parent decide to move forward to adopt them; (3) a minimum of 85 percent of the trained prospective adoptive parents initiate and complete their home study; and (4) a minimum of 90 percent of adoptive placements are finalized within one (1) year of termination of parental rights or within one (1) year of adoptive placement, whichever occurred first. DCFS will review monthly, quarterly, and year-end reports submitted by The Regents to ensure contract compliance and achievement of desired program results.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal No. 1 (Service Excellence) by increasing access to adoption related services and Goal No. 3 (Organizational Effectiveness) by improving effectiveness of the Department's Children Social Workers.

FISCAL IMPACT/FINANCING

The Maximum Annual Contract Sum is \$270,110 and will be financed using 50 percent (\$135,055) Federal revenue, 35 percent (\$94,539) State revenue, and 15 percent (\$40,517) NCC. The Maximum Contract Sum is \$810,330, if options to extend are exercised, and will be financed using 50 percent Federal revenue (\$405,165), 35 percent State revenue (\$283,616), and 15 percent NCC (\$121,550). Sufficient funding is included in Department's FY 2008-09 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 21, 2006, your Board approved Contract Number 75587 with The Regents to provide P and S services for the period beginning March 1, 2006 through February 28, 2007, with two (2) one-year options for renewal, and a Maximum Annual Contract Sum of \$275,000 for each of the three (3) years. Contract Number 75887 will expire on February 28, 2009.

If approved, the proposed Contract with The Regents will provide P and S services for a term of one (1) year beginning March 1, 2009 or upon date of execution, whichever is later, with two (2) one-year options for renewal, and a Maximum Annual Contract Sum of \$270,110 for each of the three (3) years. The terms of the contract allow it to be extended in one-year increments, for a total of two (2) additional years, and up to an additional six months beyond its third year, at the discretion of the Director of DCFS, after County Counsel and CEO approval.

The Contract includes a provision that states that the County has no obligation, whatsoever, to pay for any expenditures by The Regents that exceed the Maximum Contract Sum. Further, the Contract allows the County to implement funding increases or decreases by ten percent (10%) or more but no more than 25 percent (25%) of the Maximum Contract Sum to accommodate any changes in units of service, provided that increases over ten percent (10%) but no more than 25 percent (25%) comply with Section 23-604 of the California Department of Social Services Operations Policies and Procedures Manual. The Regents will not be asked to perform services beyond the contract dates.

The Department has determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the Contract.

The Contract is in compliance with all other Board and CEO requirements. County Counsel and CEO have reviewed this Board letter. The Contract has been approved as to form by County Counsel.

CONTRACTING PROCESS

DCFS released the Invitation for Bids (IFB) for Preparation and Support for Families Adopting Children with Special Needs services on October 24, 2008, and notified 250 organizations and agencies by mail or by e-mail. DCFS advertised the IFB in newspapers, on the County's website, and on the DCFS' website. Seven (7) interested parties attended the Bidders' Conference held on November 13, 2008. On December 5, 2008, one (1) vendor, The Regents, submitted a bid. The bidder was determined to be responsive and responsible.

The Department has determined that the Cost-of-Living Adjustment (COLA) provision does not apply to the Contract.

IMPACT ON CURRENT SERVICES

The Department has determined that the Cost-of-Living Adjustment (COLA) provision does not apply to the Contract.

IMPACT ON CURRENT SERVICES

Approval of the recommended action will enable DCFS to provide for the continuation of training and support services that will prepare prospective adoptive parents for the challenges of parenting and providing permanency to children with special needs. Additionally, these services will strengthen and preserve families who have adopted these children.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted copy of the Board letter to:

- 1) Department of Children and Family Services
Attention: Walter Chan, Contracts Manager
425 Shatto Place, Room 400
Los Angeles, California 90020
- 2) Office of County Counsel
Attention: Diane Cachena
648 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Respectfully submitted,



PATRICIA S. PLOEHN, LCSW
Director

PSP:WC:RR:dm

Attachment

c: Chief Executive Office
County Counsel
Executive Officer, Board of Supervisors